

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday, November 27, 2000 – 5:00 p.m.
Warrenton-Fauquier Airport Conference Room

1. Call to Order:

The regular meeting of the Fauquier County Airport Committee was called to order by the Chairman at 5:00 p.m. on 27 November in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

Committee (Voting) Members:

Charles M. Medvitz	Scott District Representative, Chairman
F. Scott Seegers	Cedar Run District Representative
James W. Van Luven	Lee District Representative
Sharon Grove McCamy	Fauquier County Board of Supervisors
	Lee District Representative
Ray Graham	Fauquier County Board of Supervisors
	Cedar Run District
Kenneth W. Hyde	Center District Representative
Arthur Nash	Marshall District Representative
Willis P. Risdon	Citizen at Large
Dennis Hunsberger	Citizen at Large

County Staff:

Tony Hooper	Assistant County Administrator
Billy Jenkins	County Operations and Services Supervisor

Staff:

Ron Gatewood	Airport Manager and Fixed Base Operator
George Paris	Campbell & Paris Engineers/ Airport Engineer
Ron Mabry	Special Projects Officer

Visitor:

Dutch Rauch	Owner/Operation – Hanger/Aircraft
Andy Andrews	Andrews Aircraft Maintenance, Inc.

2. Adoption of the Agenda:

A motion to adopt the agenda was made by Ray Graham. Ms. Sharon McCamy seconded the motion and it carried by unanimous vote.

3. Adoption of Minutes, 23 October 2000 Meeting:

Ms. McCamy made a motion, seconded by Mr. Hunsberger to approve the minutes. A misspelling in the minutes was noted, and the minutes approved unanimously.

4. Introduce Visitors:

Mr. Dutch Rauch an owner/operator of both a hangar and aircraft based at the airport attended. Mr. Andy Andrews of Andrews Aircraft Maintenance, Inc. was also in attendance.

5. Finance Report:

The Finance Committee is awaiting the final year-end 2000 financial statement that is being completed by the independent audit.

6. Review of 5 Year Finance Projections:

The five-year financial projections will be discussed at the January 22nd planning session. It was noted that these projects relate to possible changes in the FBO concept. Ron Gatewood offered to share his financial statements of airport operations.

It was also suggested that the committee consider a means of obtaining feedback from airport tenants and customers in considering various options to manage and operate the airport. A customer survey concept was suggested for future consideration.

7. Update Planning/Engineering Services:

Mr. Hooper provided an update on the selection process regarding planning, engineering, and consulting services. The Evaluation Committee recommended that Campbell and Paris be awarded the three-year contract that also provides for three one-year extensions. Willis Risdon moved that the recommendation to contract with Campbell and Paris be forwarded to the Board of Supervisors for approval. The motion was seconded by Jan VanLuven and carried unanimously.

8. T-Hangar Notice:

Mr. Hooper reported that ten responses had been received regarding the notice of development of a second ten T-hangar. Mr. Ron Gatewood indicated that he had a waiting list of three for space in the older T-hangars. A survey conducted by Ron Mabry was distributed reporting on the status of new T-hangar development at nearby airports.

9. Planning for January 22, 2000 Work Session:

The draft agenda for the January 22nd planning session was reviewed. Revisions in the agenda were made as shown in the attached. Mr. George Paris was requested to provide a general scope of services pertaining to the development of an airport business plan and to provide updated local Virginia aviation market and operations data at the planning session. Mr. Medvitz asked Mr. Gatewood to include statistical information regarding airport operations over the past several year as a part of his report regarding current operations.

10. Planning for Board of Supervisors December Update in Work Session:

The committee discussed the upcoming work session with the Board of Supervisors to review plans to develop a second T-hangar. Mr. Gatewood submitted a letter to the Airport Committee pertaining to a proposal for a second T-hangar. Mr. Medvitz turned the letter over to Mr. Hooper and requested that he consult with the County Attorney regarding the status of Mr. Gatewood's new submission. After much discussion it was decided to make the presentation at the December 18, 2000 Board meeting. The Committee determined to meet in December on the 11th at 5:00 p.m. in the 4th floor conference room of the County Office building to prepare for the work session and to review Mr. Gatewood's proposal if deemed appropriate by the County Attorney.

11. Final Draft Airport Brochure:

The brochure was reviewed. Ms. McCamy volunteered to make final editing changes.

12. Cancellation of December 2000 Meeting:

The Committee has decided to meet on December 11, 2000 in the Courthouse in place of the regular December meeting.

13. Roundtable:

As plans for runway improvements are made in the future, it was agreed that special notice and provisions might be appropriate to assist tenants with disruptions anticipated with future construction activities.

14. Next Meeting:

The Committee will meet on December 11, 2000 at 5:00 p.m. in the 4th Floor Conference Room of the County Building.

The meeting was adjourned at 7:00 p.m.